

Child Care Checklist

Name of Facility: _____
Address: _____

Cost of Care:

Infants _____
Toddlers _____
Pre-School _____
School-age _____

Health & Safety cont.

Are storage shelves and bookcases secure and stable so they cannot tip over? ____ Yes ____ No
Are there written procedures to release your child to another person? ____ Yes ____ No
Are there written procedures to follow when your child becomes ill? ____ Yes ____ No
Are the meals and snacks nutritious? ____ Yes ____ No
Are the food preparation and eating areas clean? ____ Yes ____ No

Inside Environment

Is there a child care license displayed? ____ Yes ____ No
Are there separate spaces for the different age groups? ____ Yes ____ No
(example- the infants and toddlers separated from the older children)
Are the children's spaces well supplied with equipment and supplies, such as books, games, and other manipulative toys and creative art materials? ____ Yes ____ No
Are the toys and materials developmentally appropriate for the different age groups? ____ Yes ____ No
Is the space arranged so that children are able to freely select materials according to their own interests and abilities, and return them when they are finished? ____ Yes ____ No
Are the furnishings in the class child sized? ____ Yes ____ No
Are the activity areas neat and clean? ____ Yes ____ No
Is there space for active play and other space available where quiet play may take place? ____ Yes ____ No
Is your initial reaction upon entering the child care facility a positive one? ____ Yes ____ No

Outside Environment

Is the outside area free of litter and obvious hazards such as broken glass? ____ Yes ____ No
Is the outdoor play equipment sturdy and in good repair? ____ Yes ____ No
Do the children have an opportunity to play outside each day? ____ Yes ____ No
Are the children supervised outdoors? ____ Yes ____ No
Is there shade available? ____ Yes ____ No
Is the outside area fenced? ____ Yes ____ No
Do the children two years and younger play separately from the older children? ____ Yes ____ No
Are there a variety of outside equipment/toys available and appropriate for various ages? ____ Yes ____ No

Health & Safety

Are there obvious hazards such as dangerous substances, electrical cords, uncovered electrical outlets, cleaning materials, or medications within reach of the children? ____ Yes ____ No
Are there fire extinguishers on site? ____ Yes ____ No
Are fire escape plans/emergency evacuation plans posted? ____ Yes ____ No
Are first aid supplies available and does at least one person have current first aid and CPR certification? ____ Yes ____ No
Are the sinks and bathrooms stocked with appropriate supplies? ____ Yes ____ No
Can the children reach the toilet and sink easily and safely? ____ Yes ____ No
Are sanitary arrangements made for diaper changing procedures? ____ Yes ____ No

Interactions between Child Care Staff and Children:

Is there a posted schedule of daily activities? ____ Yes ____ No
Does there seem to be enough staff for the number of children in the room? ____ Yes ____ No
Are the activities observed appropriate for the ages of the children involved? ____ Yes ____ No
Are the children allowed to make choices throughout the day? ____ Yes ____ No
Do the children seem occupied and engaged by their activities? ____ Yes ____ No
Are the children happy as they play and talk to one another and the staff? ____ Yes ____ No
Does the staff handle conflict among children in a positive manner? ____ Yes ____ No
Does the staff seem patient and receptive to the needs of the children? ____ Yes ____ No
Does the staff seem to feel good about being with children, and have a sense of humor and enthusiasm? ____ Yes ____ No
Does the staff supervise the children at all times, including naptime? ____ Yes ____ No
If a child does not fall asleep during naptime, is he/she engaged in a quiet activity? ____ Yes ____ No
If you were a child, would you want to spend your day here? ____ Yes ____ No

Interactions between Child Care Staff and Parents:

Does the facility encourage parents to drop in and visit at any time? ____ Yes ____ No
Are parents encouraged to participate and be involved? ____ Yes ____ No
Is there a daily method of communication between the child care staff and parents? ____ Yes ____ No
Does the provider supply information about the children's activities and progress on a regular basis? ____ Yes ____ No
Did the provider adequately explain the program to you? ____ Yes ____ No

Questions to ask:

How do you discipline the children? ____ Yes ____ No
How are nap times handled? ____ Yes ____ No
How much TV are the children allowed to watch? ____ Yes ____ No
What kind of security measures are in place to assure the safety of children? ____ Yes ____ No
What is the policy for ill children? ____ Yes ____ No
What is the policy for administering medications? ____ Yes ____ No
Does the facility enroll children with special needs? ____ Yes ____ No
Is there child care staff with additional training for children with special needs? ____ Yes ____ No
Does the facility charge when a child is out sick or on vacation? ____ Yes ____ No
Is there a late pick-up fee? ____ Yes ____ No
Does the cost of care include meals and snacks? ____ Yes ____ No
Does the facility offer transportation? ____ Yes ____ No